



NOTICE OF JOB OPENING

Substitute Crossing Guard

Posting Date: September 28, 2016
Department: Police
Reports to: Evidence Custodian
Salary Range: \$9.25 per hour
Position Type: Part-Time (up to 20 hours per week)
How to Apply: Applications available at bountifulutah.gov (City Application REQUIRED)
Send to: Human Resources, 790 South 100 East, Bountiful, UT 84010
Email: jobs@bountifulutah.gov

Deadline to Apply: 6:00 p.m., October 26, 2016

Overview:

Serves on a part time seasonal basis while children attend school to prepare school crossing zones and assist children in crossing the street safely.

Tasks:

Performs routine duties as needed to assure safe crossing of school children at intersections and other road crossings. Observes road traffic to determine best timing for road crossings; admits children into designated crossing locations; escorts children as needed to assure safe crossings. Monitors behavior of children and educates children regarding traffic safety as appropriate. Participates in special events as asked by school administration or police department. Observes general activity while on duty to detect suspicious behaviors; reports such observations. May prepare various reports related to work time and work activities.

Knowledge, Skills and Other Characteristics:

- Regular and prompt attendance is essential.
- Mental effort is required daily.
- Ability to walk and to stand for long periods of time.
- Job is performed outside and is subject to the elements; heat, cold and wet conditions.
- Ability to effectively communicate verbally and in writing and to follow written and verbal instructions.
- Ability to work effectively with children, parents and school employees.
- Ability to use accurate judgment of traffic flow, speed and direction of travel.
- Ability to regularly use hand held stop sign, reflective vest, traffic cones and flashing 20 MPH lights.
- Knowledge of current Utah School Zone laws.

Qualifications:

Required:

- Must be 18 years old or older.
- Sufficient education to demonstrate an aptitude or ability to perform above and related duties; and
- Sufficient experience to demonstrate a working knowledge of practices and procedures associated with above duties.
- Must be able to lift 12 lb. traffic cones and carry them up to 20 feet.
- Must pass a pre-employment drug test and a criminal background check.